



PEACE CORPS ZAMBIA

PERSONAL SERVICES CONTRACTOR (PSC) VACANCY ANNOUNCEMENT

OPEN TO: All Interested Candidates
POSITION: Peace Corps Medical Officer
OPENING DATE: September 3, 2015
CLOSING DATE: September 25, 2015

SALARY RANGE: ZMK 443,578.00 – ZMK 692,437.00 per Annum

The United States Peace Corps seeks a Medical Doctor to serve as a contracted Peace Corps Medical Officer (PCMO) based in Lusaka, Zambia. The PCMO will provide health care to U.S. Peace Corps Volunteers in Zambia and will work under the supervision of the Peace Corps Country Director in Zambia and the Peace Corps Office of Health Services in Washington DC.

Duties include:

- Routine primary health care to Peace Corps Trainees and Volunteers including treatment of common illnesses and injuries in accordance with Peace Corps medical guidelines
- Individual short-term counseling on disease prevention, adjustment issues, stress management and cross-cultural problems
- Response to emergency medical situations
- Member of Senior Peace Corps staff in Zambia
- Design and presentation of health training sessions
- Site visits to Peace Corps Volunteers throughout Zambia
- Administrative tasks of the medical office including budget management
- Inventory of medical supplies and equipment
- Alternate 24 hour on- call duty with the other PCMO

Please find a detailed Statement Of Work (SOW) by the link: [*MS 744 Statement of Work PCMC*](#)

Qualifications and Requirements:

- Graduate of accredited school, MDs must be a graduate of a school listed in this link, Foundation for Advancement of International Medical Education and Research
<http://www.faimer.org/resources/imed.html>
- Current license to practice

- Relevant clinical experience in primary care
- Ability to communicate effectively in oral /written English.
- Experience in managing mental health issues including counseling of patients
- Experience in training design and presentation of health related material
- Working knowledge of Microsoft Word, Excel, Access, Outlook
- Program management, administrative experience
- Ability to work effectively as part of an intercultural team
- Hardworking, reliable and diligent with good inter-personal skills
- Willing to travel to sites in Zambia
- Ability to work with minimal supervision
- Must be able to obtain an American visa
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Interested applicants for this position must submit the following or the application will not be considered:

1. A completed **PCMO Application form**, a completed **PCMO applicant skills survey**, a completed **Privileging form**; the applicant must complete this request for privileges depending on their professional qualifications.

Please find the relevant forms by the following links:

[*PCMO Application form*](#) [*PCMO Applicant skills survey*](#) [*PCMO Privileging Form*](#)

2. A resume or C.V. that includes:
 - Professional positions held, identifying duties, responsibilities, dates of employment and reason for leaving
 - Education and training, identifying universities attended, dates of attendance, degrees and diplomas.
 - Professional licenses, certificates, registrations
 - An accounting for periods of unemployment longer than three months
3. Three professional medical references, with at least two being from medical colleagues who have directly observed the applicant in a clinical setting. (One must also be from the current employer.)
4. Photocopies of:

Academic diplomas. Please note, in addition to a copy of the academic diploma, the applicant must submit an official academic transcript and curriculum.

Professional licenses. If the license does not have an expiration date, written confirmation must be submitted directly from the issuing authority. Please note, if a license is not required, rather, the medical diploma is the license to practice, written confirmation, issued directly from the professional medical board, Ministry of Health or other appropriate regulatory authority establishing that the candidate is properly credentialed for medical practice, is required.

Certificates of all post graduate training, internships, residencies, fellowships

Professional registrations
5. A cover letter

6. Any other documentation (e.g., essays, certificates, awards, copies of degrees earned) that addresses the qualification requirements of the position as listed above.

7. The candidate should also provide the following:

- a. Date of birth
- b. Place of birth
- c. Citizenship
- d. Passport number
- e. Passport issue date
- f. Passport expiration date

All documents must be in English. Official translation is not required.

SUBMIT APPLICATION TO:

**The Human Resources Specialist,
Peace Corps Zambia,
Plot 71A Kabulonga Rd.
P.O. Box 50707, Lusaka, Zambia**

Email: zm01-jobs@zm.peacecorps.gov clearly stating position applied for and
Your name in the subject line

The United States Peace Corps is an equal opportunity employer. All qualified individuals are welcome to apply as long as they can work in Zambia under local conditions.

Eligibility for work permit is required for non –Zambians.